

Notice Number: #111-20

Location: San Diego CA

Closing Date: 9/8/2020 (11:59:59 PM (EST))

Command & Location: NAVAIR - FRC SOUTHWEST

Grade: GS-13/14

Job Type: **Assistant Counsel**

The Navy and Marine Corps team offers innovative, exciting and meaningful work linking military and civilian talents to achieve our mission and safeguard our freedoms. The Department of the Navy Office of the General Counsel has been serving the Department since 1941 and is committed to developing innovative legal solutions to the business and other challenges facing the Navy and Marine Corps to enhance the war fighting capability of the Naval Service. You will find our attorneys stationed across the United States and worldwide, working with Navy and Marine Corps personnel wherever the Department's business is conducted.

It is anticipated there will be multiple vacancies for attorneys to serve as Assistant Counsel within the Office of Counsel, Fleet Readiness Center Southwest (FRCSW), San Diego, CA. FRCSW is an aviation maintenance organization and reports to Commander, Fleet Readiness Centers. The command is responsible for maintenance and repair of airframes, engines, and components, along with related services to meet Fleet requirements. This position is in a field office of the Office of the Counsel, Naval Air Systems Command, Patuxent River, Maryland. The FRCSW Office of Counsel is responsible for providing the full spectrum of legal advice at a large industrial facility employing approximately 3,400 federal civilian workers, 1000 military personnel, and supported by 600 contractor employees.

The successful candidate will be expected to provide legal support across the full range of OGC practice areas, with an emphasis on laws, rules, and regulations in the areas of: civilian personnel law, business and commercial law, fiscal law, ethics and standards of conduct, litigation, work for private party agreements, environmental law, Occupational Safety and Health law, FOIA/Privacy Act, Rights in Technical Data, and other administrative law matters resulting from the operations and responsibilities of a large industrial facility. The primary practice area is civilian personnel law.

The successful applicant will be selected at the GS-13 or 14 level with the full performance level of GS-15. The grade level offered will be based upon the successful applicant's qualifications, the needs of the office, and funding availability. While there is a preference to hire the best qualified applicant at the lowest level, selection may be made at a higher level for an exceptional candidate with significant relevant legal experience. To be eligible for the GS-13 position, the applicant must have in excess of two years of successful professional legal experience in some combination of the practice areas identified above. To be eligible for the GS-14 position, the applicant must have three and one-half years of successful professional legal experience in some combination of the practice areas identified above, a significant portion of which is in civilian personnel law.



Applicants will be evaluated on: 1) their depth, breadth, and quality of relevant legal experience with additional significance given to experience in the civilian employment and labor law and fiscal law practice areas; 2) the quality of their legal analysis skills and oral and written communication skills; 3) their ability to immediately assume responsibility for an active litigation case load, including a demonstrated ability to learn quickly and to handle matters of first impression; 4) their ability to foster strong attorney-client relationships; and 5) their demonstrated ability to work independently and as part of a team. Familiarity with DON and DON OGC is not required, but will be considered a plus. Applicants with a record of making significant contributions to the advancement of DON OGC or equivalent Office of General Counsel or law firm/office beyond the day-to-day legal practice are desired.

To be eligible for selection, an applicant must be a U.S. citizen, have graduated from a law school accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, and be admitted to practice before a state or federal court, and be eligible to obtain and maintain a Secret security clearance.

Applicants must submit a cover letter explaining their interest in the position, along with a resume, two short writing samples (less than ten pages each), two most recent performance appraisals (if available), and the names and telephone numbers of at least three references (other than current supervisors) who may be contacted. Applications should include current grade (if applicable), salary requirements and projected availability. Attorneys who have graduated from law school within the last 5 years must provide a copy of their law school transcripts including class rank.

Electronic applications must be addressed to Susan.Tinsley@navy.mil and Katerina.Chau@navy.mil. The application file size must be under 7MB.

Interested attorneys may contact Ms. Katerina Chau, Counsel, FRCSW, at (619) 545-2929 or Katerina.Chau@navy.mil, for further information.

This Personnel Notice will close on September 8, 2020 at 11:59:59 PM (EST) and only applications received by this closing date and time of this announcement will be considered.

Relocation expenses are not available.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of [www.ogc.navy.mil](http://www.ogc.navy.mil)).

#### NOTICE OF VETERANS' PREFERENCE

There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor for attorney hiring. Applicants



eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., DD Form 214, "Certificate of Release or Discharge from Active Duty") to their submissions.

Although the point-preference system is not used, applicants eligible to claim a 10-point preference must submit a Standard Form (SF) 15, "Application for 10-Point Veteran Preference," and supporting documentation required for the specific type of preference claimed. (SF-15, which lists the types of 10-point preference and the required supporting documents, is available from the Office of Personnel Management Website at [www.opm.gov](http://www.opm.gov).)

Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit <https://www.fedshirevets.gov/index.aspx>, <https://www.usajobs.gov/Help/working-in-government/unique-hiring-paths/veterans>, and see the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

#### Reasonable Accommodation Links:

<https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/>

<https://www.opm.gov/policy-data-oversight/disability-employment/hiring/#url=Schedule-A-Hiring-Authority>

#### Legal and Regulatory Guidance Links:

##### Financial suitability Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/>

##### Social security number request Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/>

##### Privacy Act Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/>

##### Signature and false statements Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/>



Selective Service Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/>

New employee probationary period Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/>